

# English Correction

## Subject Verb Agreement সম্বন্ধীয়ঃ

⇒ দুই বা ততোধিক Singular subject যদি and দ্বারা যুক্ত থাকে তবে Verb টি Plural হবে।

Inc. Rahim and Karim is friends.

Corr. Rahim and Karim are friends.

⇒ And দ্বারা যুক্ত Subject গুলো যদি একটি একক ধারণা বুঝায় বা সমষ্টিগতভাবে একটি বুঝায় তবে Verb টি Singular হবে।

Inc. Rice and curry are my favourite food.

Corr. Rice and curry is my favourite food.

⇒ The noun + and + Noun এর পরের Verb টি Singular হবে কেননা এটি দ্বারা একজনকেই বুঝানো হয়।

Inc. The Chairman and President are here.

Corr. The Chairman and president is here.

⇒ The noun + The + Noun এর পরের Verb টি Plural হবে কেননা এতে দুটি ভিন্ন ভিন্ন ব্যক্তি বা বস্তু বোঝানো হয়েছে।

Inc. The Chairman and the President has resigned.

Corr. The Chairman and the president have resigned.

⇒ Each, every, either, neither, none, no ইত্যাদি Subject এর পূর্বে বসলে Verb Singular হবে।

Inc. Each boy were given a prize.

Corr. Each boy was given a prize.

Inc. Either of the boys are talented.

Corr. Either of the boys is tallented.

⇒ কোন বইয়ের নাম, দৈর্ঘ্য, প্রস্থ দেশের নাম, কোন ম্যাগাজিনের নাম, রোগের নাম ইত্যাদি Subject এর পরের Verb টি Singular হবে।

Inc. The Newyork Times are a famous Journal.

Corr. The Newyork Times is a famous Journal.

Inc. Eight hours are our working day.

Corr. Eight hours is our working day.

⇒ A number of এর ক্ষেত্রে Subject এবং Verb উভয় Plural হয় কিন্তু The number of এর ক্ষেত্রে Subject, Plural এবং Verb, Singular হয়।

Inc. A number of students is playing.

Corr. A number of students are playing.

Inc. The number of boys are studying.

Corr. The number of boys is studying.

⇒ Together with, with, along with, and not, as well as, in addition, accompanied by, accompanied with, including প্রভৃতি Conjunction দ্বারা দুটো Subject যুক্ত থাকলে প্রথম Subject অনুযায়ী Verb টি নির্ধারিত হবে।

Inc. The principal along with his teachers are coming.

Corr. The principal along with his teachers is coming.

Inc. I and not my friends are to blame.

Corr. I, and not my friends am to blame.

⇒ Either.....or, Neither.....nor, Not only.....but also থাকলে দ্বিতীয় Subject অনুযায়ী Verb বসবে।

Inc. Either he or his brothers is playing.

Corr. Either he or his brothers are playing

⇒ Here, there, such, so প্রভৃতির পর Verb টি পরবর্তী Subject অনুযায়ী বসবে কিন্তু Introductory 'It' এর পরে Verb-ও সর্বদা Singular হবে।

Inc. It are these pen that you want.

Corr. It is these pen that you want.

Inc. There are no mother who does not love her child.

Corr. There is no mother who does not love her child.

⇒ Mathematics, Politics, Physics, news প্রভৃতি দেখতে Plural মনে হলেও এগুলোর পর Singular verb এবং Committee, council, commission, Parliament প্রভৃতির পর Verb টি Singular হয়।

Inc. Mathematics are my favourite subject.

Corr. Mathematics is my favourite subject.

Inc. The committee have elected its chairman.

Corr. The committee has elected its chairman.

## Wrong use of Verb

⇒ কাউকে কোন নামে ডাকা বোঝালে Call ব্যবহার করতে হয়।

Inc. He told me a fool.

Corr. He called me a fool.

⇒ সত্য কথা বলা বোঝাতে Speak ব্যবহৃত হয়।

Inc. He tells the truth.

Corr. He speaks the truth.

⇒ মিথ্যা বলার ক্ষেত্রে tell ব্যবহৃত হয়।

Inc. He said a lie.

Corr. He told a lie.

⇒ গল্প বলা বুঝাতে Indirect object না থাকলেও Tell ব্যবহৃত হবে।

Inc. He said a story to us.

Corr. He told a story to us.

⇒ প্রার্থনা বুঝাতে say ব্যবহৃত হয়।

Inc. Have you told your prayers?

Corr. Have you said your prayers?

## Errors of Verbs:

⇒ যে সকল verb দ্বারা মানসিক অবস্থা বুঝায়, তাদের Continuous tense হয় না। যেমন-

hope, want, wish, feel, know, live, matter, love, desire, agree, understand, remember, believe.

Inc. I am wishing to get him at the field.

Corr. I wish to get him at the field.

Inc. We are hoping to succeed.

Corr. We hope to succeed.

⇒ কতগুলো Transitive verb এর পরে Preposition ব্যবহৃত হয় না। Discuss, precede, request, examine, recommended, order, resemble, sign etc. কিন্তু উক্ত verb গুলো যদি Noun ব্যবহৃত হয় তবে পরে Preposition বসতে পারে।

Inc. I ordered for tea.

Corr. I ordered tea.

Inc. He recommended for me to the Headmaster.

Corr. He recommended me to the Headmaster.

## Error of Noun

⇒ Many, few, A few, Fewer, Fewest, Many of, Several of এই শব্দগুলো পরে Plural Countable Noun বসে।

Inc. I have few friend.

Corr. I have few friends.

⇒ Much, little, a little, less, least, amount of এই শব্দগুলো পরে Uncountable Noun বসে।

Inc. There is many water in the pond.

Corr. There is much water in the pond

⇒ সাধারণত Hundred, thousand, million, billion, dozen, pair এগুলোর সাথে কোন প্রকারে s যুক্ত হয় না কিন্তু এই সব Word এর আগে যদি কোন নির্দিষ্ট সংখ্যাচক শব্দ না থাকে তাহলে এইসব শব্দের সাথে s যুক্ত করতে হয়।

Inc. I need four thousands taka.

Corr. I need four thousand taka.

Inc. Hundred of people went there.

Corr. Hundreds of people went there.

⇒ কোন ভগ্নাংশের লব One হলে হরের সাথে s যোগ হবে না কিন্তু লব One বাদে Two, Three... হলে হরের সাথে s যুক্ত হবে এবং পরবর্তী Noun Singular বা Uncountable হলে Verb টি Singular অথবা পরবর্তী Noun টি হলে Plural হলে Verb ও Plural হবে।

Inc. One thirds of the work are finished.

Corr. One third of work is finished.

Inc. Two third of the players is here.

Corr. Two thirds of the players are here.

## Noun wrongly used

Inc. He gave false witness.

Corr. He gave false evidence.

Inc. Learn this poem by memory.

Corr. Learn this poem by heart.

Inc. This is a true fact.

Corr. This is a fact.

Inc. We enjoyed the theatre.

Corr. We enjoyed the play.

## Error by omission of nouns:

⇒ Others সাধারণত ব্যক্তির ক্ষেত্রে ব্যবহৃত হয় কিন্তু Other শব্দটি বস্তু বোঝাতে Plural Noun এর সাথে ব্যবহৃত হয়। তবে আগে Noun এর উল্লেখ থাকলে শুধু Other ব্যবহৃত হতে পারে।

1. Inc. I bought some books, paper and others.

Corr. I bought some books, paper and other things.

2. Inc. Learn this poem by memory.

Corr. Learn this poem by heart.

⇒ একটি মাত্র Noun এর পুনরাবৃত্তি রোধ করার জন্য That of ব্যবহার করা হয়, কয়েকটি Plural Noun এর পুনরাবৃত্তি রোধ করার জন্য Those of ব্যবহার করা হয়।

1. Inc. The station of Dhaka is larger than the station of Rangpur.

Corr. The station of Dhaka is larger than that of Rangpur.

2. Inc. The stations of Feni is larger than the station of Comilla.

Corr. The stations of Feni is larger than those of Comilla.

## Error in Pronoun

⇒ সাধারণ বর্ণনায় বা ভালো কাজের স্বীকৃতিতে বাক্য 231 অর্থাৎ 2nd, 3rd, 1st person এই Sequence অনুযায়ী বসবে।

Inc. He, I and you will help the boy.

Corr. You, he and I will help the boy.

⇒ কিন্তু খারাপ কাজের স্বীকৃতিতে বা বর্ণনায় 123 অর্থাৎ 1<sup>st</sup>, 3<sup>rd</sup>, 2nd person এই Sequence অনুযায়ী বাক্য Pronoun বসবে।

Inc. You, I and he committed the crime.

Corr. I, he and you committed the crime.

⇒ Interrogative Pronoun যখন কোন বাক্যের Subject হিসেবে ব্যবহৃত হয় এবং Sentence টি যদি Indefinite tense হয় তবে Auxiliary verb বসাতে হয় না।

Inc. Who did say it?

Corr. Who said it?

বিঃ দ্রঃ Pronoun ব্যবহারের ক্ষেত্রে সর্বদা খেয়াল রাখতে হবে ব্যাক্যে ব্যবহৃত Pronoun টি যেন Noun অনুসারে হয়।

Inc. Everyone should respect their teachers.

Corr. Everyone should respect his teachers.

⇒ Relative Pronoun এ Antecedent অনুযায়ী verb বসে।

Inc. It is I who has helped the student.

Corr. It is I who have helped the student.

⇒ Relative Pronoun এ Antecedent 'they' না হয়ে those হয়।

Inc. They who are late will be fined.

Corr. Those who are late will be fined.

⇒ Relative Pronoun হিসেবে ব্যবহৃত That এর পূর্বে Preposition বসে না, Preposition এর প্রয়োজন হলে তা বাক্যের শেষে বসে।

Inc. Rahim is the boy of that told you.

Corr. Rahim is the boy that told you of.

⇒ As যখন Relative Pronoun হিসেবে ব্যবহৃত হয় তখন এর পূর্বে অবশ্যই The same/such/as/so বসবে।

Inc. This is the pen as I gave you.

Corr. This is the same pen as I gave you.

⇒ ব্যক্তি বা বস্তুর অবিচ্ছেদ্য অঙ্গ বা প্রত্যঙ্গের পূর্বে The না বসে Possessive Pronoun বসে।

Inc. They pulled him by the car.

Corr. They pulled him by his car.

⇒ কোন Pronoun এর ঠিক পরেই যদি verb টির সাথে ing থাকে তবে Person টির Possessive form হয়।

Inc. They insisted on I going there.

Corr. They insisted on my going there.

⇒ Admit, Absent, enjoy, Avail প্রভৃতি verb এর পরে Reflexive Pronoun বসাতে হবে।

Inc. Karim admitted into this University.

Corr. Karim admitted himself into this University.

⇒ Reflexive Pronoun কোন verb এর Subject হিসাবে ব্যবহৃত হতে পারে না।

Inc. Karim and herself do this.

Corr. Karim and she will do this.

⇒ Indirect Narration এর ক্ষেত্রে Relative Pronoun থাকলে তাতে That না বসে ঐ Relative Pronoun বসে।

Inc. He asked me that what my name is?

Corr. He asked me what my name is?

⇒ One কোন Sentence এর Subject হলে এর পরিবর্তে he বা him না বসে one বা his না বসে one's বসে।

Inc. One should do his duty.

Corr. One should do one's duty.

⇒ Possessive Pronoun বা Noun কোন Relative Pronoun এর Antecedent হিসাবে ব্যবহৃত হতে পারে না, এদের Idiomatic expression এর মাধ্যমে প্রকাশ করতে হয়।

Inc. These are the Commander's orders that must be obeyed.

Corr. These are the orders of the Commander that must be obeyed.



⇒ তিনটি পৃথক ব্যক্তি বা বস্তুকে আলাদা করে বুঝাতে One, another, the other এই Sequence ব্যবহৃত হয়।

Ex: One boy was writing another boy was singing and the other was sleeping.

⇒ একাধিক ব্যক্তি বা বস্তুকে তিনটি ভিন্ন Group এ প্রকাশ করার জন্য

Some.....,other....., the other/the rest..... এই Sequence ব্যবহৃত হয়।

Inc. Some boys are writing, the other boys are singing and the other boys are sleeping.

Corr. Some boys are writing, other boys are singing and the other boys are sleeping.

কিন্তু some other/the other on the rest এর পরে ব্যক্তি বা বস্তুবাচক noun না থাকলে

some + V....., Other + V....., the others + V.....এই Sequence ব্যবহৃত হয়।

Inc. Some of the students are bright, other are attentive and the other are dull.

Corr. Some of the students are bright, others are attentive and the others are dull.

## Errors of Adverb

⇒ Sentence এর মধ্যে Adverb এর বিন্যাস যথাস্থানে না হলে Sentence incorrect হয়। Adverb সবসময়

Transitive verb এর আগে বা এর Object এর পরে বসে। খেয়াল রাখতে হবে যেন তা verb ও Object এর মাঝে না বসে।

Inc. Karim did well his work.

Corr. Karim did his work well.

⇒ কিছু কিছু Verb- seem, smell, look, feel, taste, appear ইত্যাদি linking verb এর

পরে Adverb এর পরিবর্তে Adjective হবে।

Inc. She looks nicely.

Corr. She looks nice

⇒ Know এর পরে শুধু to infinitive নয় how to infinitive ব্যবহার করতে হয়।

Inc. He does not know to swim.

Corr. He does not know how to swim.

⇒ Appoint, make, select, consider ইত্যাদি এর পরে শুধু as ব্যবহৃত হয় না।

Inc. I consider him as an honest man.

Corr. I consider him an honest man.

## Error of Degree

⇒ কিছু কিছু Adjective যেমন- round, unique, chief, golden, equal, universal

ইত্যাদি এদের কখনো Comparative বা Superlative Degree হয় না, এদের সবসময়

Positive Degree হয়।

Inc. He was the goldenest boy of the class.

Corr. He was the golden boy of the class.

⇒ খাদ্য বস্তু শক্ত বোঝাতে Tough হয়, hard নয়।

Inc. This cake is hard.

Corr. This cake is tough.

⇒ দুটোর মধ্যে তুলনা বুঝালে Comparative হয়, Superlative না এবং two উল্লেখ থাকলে the বসে।

Inc. Of the two boys, Karim is the best.

Corr. Of the two boys, Karim is the better.

⇒ কোন কিছুর পরিবর্তন হচ্ছে বুঝালে Double Comparative ব্যবহৃত হয়।

Inc. I am getting fat and fatter.

Corr. I am getting fatter and fatter.

⇒ একই ব্যক্তি বা বস্তুর মধ্যে দুটোর গুন বুঝালে er যোগে Comparative হয় না। more বা less বসিয়ে Comparative করতে হয়।

Inc. Mr. Masud is taller than fat.

Corr. Mr. Masud is more tall than fat.

⇒ তুলনা করার সময় প্রথমটি Possessive Case হলে পরেরটি ও Possessive Case হবে।

Inc. Masud's hair is taller than Bonny.

Corr. Masud's hair is taller than Bonny's.

⇒ একই বাক্যে Double Comparative বা Double Superlative হয় না।

Inc. He is comparatively better today.

Corr. He is comparatively well today.

Corr. He is better today.

⇒ Very ও much ব্যবহারের পার্থক্য এই যে, Very সবসময় Positive degree এর পূর্বে বসে এবং much সবসময় Comparative degree এর পূর্বে বসে।

Inc. He is very better today.

Corr. He is much better today.

Inc. This novel is much interesting.

Corr. This novel is

⇒ কতগুলো Latin Comparative যেমন: Senior, Junior, Inferior, Superior এর পূর্বে more বসে না এবং than এর পরিবর্তে to বসে।

Inc. Nahid is more superior than Karim.

Corr. Nahid is superior to karim.

## Error of Preposition

⇒ ব্যক্তির দ্বারা কাজ বুঝালে ব্যক্তির পূর্বে by বসে এবং বস্তুর দ্বারা কাজ বুঝালে বস্তুর পূর্বে with বসে।

Inc. I killed the snake by a stick.

Corr. I killed the snake with the stick.

Inc. The stick is broken with Karim.

Corr. The stick is broken by Karim.

⇒ দিন বা তারিখের পূর্বে on , মাস/বছর/মৌসুমের পূর্বে in এবং নির্দিষ্ট সময়ের পূর্বে at বসে।  
সময়ের ব্যাপারগুলো প্রায়ই ভুল হয়। মনে রাখার উপায় ঃ

\* at + clock time \* in + part of day \* on + particular day.

Inc. I shall complete the work in Sunday on March.

Corr. I shall complete the work on Sunday in March.

⇒ যে সকল word এর পরে preposition ব্যবহৃত হয় তাদের Infinitive পরে না হয়ে Gerund হবে।

Inc. Refrain to do.

Corr. Refrain from doing.

⇒ যে উপাদানের সাহায্যে লেখা হয় তা বুঝাতে in বসে এবং বিশেষ যন্ত্রের সাহায্যে লেখা হয় তা বুঝাতে with বসে।

Inc. He writes with ink in pen.

Corr. He writes with pen in ink.

⇒ Compare এর পর with এবং to দুটোই বসে যখন বস্তুর সাথে তখন with এবং যখন ব্যক্তির সাথে তখন to বসে।

Inc. Compare your book to mine.

Corr. Compare your book with mine.

## Parallelism

⇒ যখন কোন বাক্যে ধারাবাহিকভাবে কতগুলো তথ্য দেয়া থাকে তখন বাক্যের সবগুলো Form একই রাখতে দুটো শব্দ Noun হলে পরেরটাও Noun, Gerund হলে পরেরটাও Gerund, Adverb হলে Adverb এবং Infinitive হলে পরেরটাও Infinitive হবে।

1. Nouns: The Children played on the swings, slides and seesaw.

2. Gerund: Reading, Writing and Calculating are important to learn.

3. Infinitive : After her accident he had to learn how to speak, to walk and to write again.

4. Verb: We will run, swim and play.

5. Adjective : Belly is short, ugly and vivacious.

6. Adverb: The car runs efficiently, quickly and dependably.

Inc. At the party the children joined hands, sang songs and were playing circle game.

Corr. At the party the children joined hands, sang songs and played circle games.

Inc. Reading, writing and watch TV is my hobby.

Corr. Reading, writing and watching TV is my hobby.

**Note:** Reading, writing এর parallel করে watching হবে।

Inc. He went there to play, to eat and drinking.

Corr. He went there to play, to eat and to drink.

## Redundancies

⇒ যে শব্দগুলো বাক্যের ভাবার্থ প্রকাশে কোন অবদান রাখে না সেগুলোই Redundant- এর অর্থ পুনরাবৃত্তি। এ শব্দগুলো প্রয়োজনীয়, তবে দ্বিগুণিত হিসেবে ব্যবহার হয়, শব্দ একই না হলেও এদের অর্থ একই। এগুলোর ব্যবহারে বাক্য বাহুল্য দোষে দুষ্ট হয়। এগুলোর ব্যবহার নিষপ্রয়োজন। বাক্যে প্রয়োজনাতিরিক্ত তথ্য দেয়া হলে সেটাকে Redundant- বলা হয়। এ ধরনের বাক্য ভুল।

নিচে এ ধরনের কিছু মিশ্র শব্দের প্রয়োগ দেখানো হলো।

Advance, forward, proceed, progress forward- এ ধরনের word combination বাক্যে ব্যবহার করা হলে তা ভুল হবে। Advance, forward, proceed- এ শব্দগুলোর অর্থ “to move in a forward direction”. সুতরাং এ শব্দগুলোর সাথে forward যোগ করতে হবে না।

Inc. The army advanced forward after the big battle.

Corr. The army advance after the big battle.

Or The army move forward after the big battle.

Inc. The peace talks advanced.

Corr. The peace talks progressed.

# Checking Noun form

⇒ প্রতিটি word- এর Noun, adjective, verb ইত্যাদি form রয়েছে। বাক্য ব্যবহারের সময় সঠিক form টি ব্যবহার করতে হয়।

Inc. The exploration was a big, good-natured man.

Corr. The explorer was a big, good-natured man.

Inc. A new colonization was established in Afghanistan.

Corr. A new colony was established in Afghanistan.

Inc. The disturb caused the real to move her pups.

Corr. The disturbance caused the real to move her pups.

Inc. Inside the forest, the active is constant.

Corr. Inside the forest, the activity is constant.

Inc. During the ten years he was a politic.

Corr. During the ten years he was a politician.

⇒ Principal Clause- এর verb টি if হলে, তা যদি Affirmative হয় তবে এর পরে if বসে এবং যদি Negative বা Interrogative হয় তবে তার পরে that বসে।

Inc. He doubt that he is a thief.

Corr. He doubts if he is a thief.

Inc. I do not doubt if he will help us.

Corr. I do not doubt that he will help us.

Inc. Do you doubt if he will give the book?

Corr. Do you doubt that he will give the book?

⇒ Possessive Noun-Gi পরে house, shop ইত্যাদি উহ্য থাকলে ও Possessive Pronoun- এর পরে উহ্য থাকতে পারে না। যেমন-

Inc. We live in the boarding.

Corr. We live in the boarding house.

Inc. He is my younger.

Corr. He is my younger brother.

⇒ মানুষের পরিবর্তে Other ব্যবহৃত হয় কিন্তু কোন বস্তু বা স্থানের পরিবর্তে হয় না। যেমন-

Inc. We will buy paper, shirt, pen, shoe and others.

Corr. We will buy paper, shirt, pen, shoe and other things.

⇒ Relative Pronoun সব সময় Antecedent এর নিকটে বসে। যেমন-

Inc. The boy will get a prize who works hard.

Corr. The boy who works hard will get a prize.

⇒ এক জাতীয় পদার্থের মধ্যে তুলনা হতে পারে, ভিন্ন জাতীয় পদার্থের মধ্যে তুলনা হতে পারে না। যেমন-

Inc. Rams book is better than Shamim.

Corr. Ram's book is better than that of Shamim.

Corr. Ram's book is better than Shamim's book.

⇒ এক জাতীয় পদার্থের মধ্যে তুলনা করলে than এর পরে all other বা any other বসাতে হয়। যেমন-

Inc. Kalidas was greater than all poets.

Corr. Kalidas was greater than all other poets.

⇒ Finite verb- এর Nominative, 'He'-Gi সাথে being সংযুক্ত হতে পারে না। যেমন-

Inc. Being a hot day he went out with an umbrella.

Corr. It being a hot day he went out with an umbrella.

⇒ Participle- এর সাথে কর্তার সংযোগ না থাকলে উহা ভিন্ন ভিন্ন Clause এ করতে হয়।

Inc. Walking in the street a snake bit him.

Corr. While he was walking in the street, a snake bit him.

⇒ Supposition টি প্রকৃত অবস্থার বিরোধী হলে verb singular না হয়ে Plural হয়। যেমন-

Inc. I shall be glad if the boy was let off.

Corr. I shall be glad if the boy were let off.

⇒ Full যখন অন্য একটি word-Gi সাথে যুক্ত হয় তখন শুধুমাত্র শেষের 'l' টি বাদ দিতে হয়। যেমন-  
Inc. The cow is a usefull animal.

Corr. The cow is a useful animal.

## Use of Confusion Words

⇒ Yet ও already অতীতের কোন এক অনির্দিষ্ট সময় কিছু ঘটেছে বা ঘটেনি বুঝাতে ব্যবহৃত হয়। already সর্বদা affirmative sentence-G এবং yet সাধারণত negative sentence- এ ব্যবহৃত হয়।  
Shanta has already read the book.  
I have yet learn the skill.

⇒ Too সর্বদা negative অর্থ প্রকাশ করে। এর মাধ্যমে বুঝা যায় যে বাক্যে উল্লেখিত কাজটি সম্ভব নয়। অন্যদিকে enough সর্বদা positive অর্থ প্রকাশ করে অর্থাৎ এর মাধ্যমে বুঝা যায় বাক্যে উল্লেখিত কাজটি সম্ভব।  
যেমন-

Biplob is too clever to be trusted.

Mr. Rahman is old enough to know better.

⇒ Quite শব্দের অর্থ সমগ্রভাবে বা পুরোপুরিভাবে। এটি একটি adverb. অন্যদিকে quite শব্দটি adjective বা noun হিসেবে ব্যবহৃত হতে পারে। এর অর্থ শান্ত, চুপ থাকা ইত্যাদি। যেমন-

The answer is quite digressive.

Keep quite in the classroom.

⇒ Lie অর্থ বিশ্রাম করা, শোয়া, কোথাও অবস্থিত হওয়া ইত্যাদি। এর past form হচ্ছে lay এবং past participle হচ্ছে lam মিথ্যা বলা অর্থে lie এর past ও past participle হচ্ছে lied. lie এর পরে কোন complement বসে না। lay অর্থ কাউকে বা কোন কিছুকে স্থাপন করা। এর past এবং past participle উভয় হচ্ছে laid এর পরে complement বসে না। যেমন-

The University lies on the western section of the town.

The enemy soldiers laid down their weapons and surrendered.



➡ Dispite এবং in spite এই দুটি preposition ‘যদিও’ অর্থে ব্যবহৃত হয়। এদের অর্থ একই এবং একটি অপরটির পরিবর্তে বসতে পারে। যেমন-

Rima can be admitted to the university dispite her bad grades.

Rima can be admitted to the university in sipte of her bad grades.

➡ Sit শব্দের অর্থ বসা। এর past ও past participle উভয় form-B হচ্ছে sat. এর পরে complement বসে না। set অর্থ কাউকে বা কোন কিছুকে স্থাপন করা। এর past ও past participle উভয় form-B হচ্ছে set. এর পরে complement বসে।

Being tired, I sat down under a tree.

The botanist set her plants in the sun so that they would grow.

➡ Due to ও owing to উভয়ই নিমিত্তার্থে ব্যবহৃত হয়, কিন্তু এদের ব্যবহার এক নয়। due to সাধারণত noun এর পরে বসে এবং owing to verb- এর পরে বসে। যেমন-

1. Inc. Owing to some difficulties I am unable to do it.

Corr. My inability to do, it is due to some difficulties.

2. Inc. Due to the accident I could not go.

Corr. Owing to the accident, I could not go.

➡ Devoted ও addicted উভয়ের অর্থ আসক্ত। কিন্তু ব্যবহারের বিধি এক নয়। Devoted মানে ভাল কাজে আসক্ত, আর addicted মন্দ কাজে আসক্ত। এর পরে preposition to বসে। যেমন-

1. Inc. He is addicted in study.

Corr. He is devoted to study.

2. Inc. Shabana is devoted from gambling.

Corr. Shabana is addicted to gambling.

➡ Let দ্বারা কোন sentence আরম্ভ হলে Let- এর পরে সর্বদা Objective case হয়। যেমন-

1. Inc. Let you and he be witness.

Corr. Let you and him be witness.

2. Inc. Let you and I lead the way.

Corr. Let you and me lead the way.

➡ Preposition যখন Subject হিসেবে ব্যবহৃত হয় তখন ওদের Object সব সময় Objective case হয়। যেমন-

1. Inc. Between you and I.

Corr. Between you and me.

2. Inc. Against you and I go together.

Corr. Against you and me go together.

➡ যখন কোন Sentence- এ মিনিট উল্লেখ থাকে তখন O'clock বসে না। মিনিট উল্লেখ না থাকলে O'clock বসে। যেমন-

1. Inc. I shall start by the 6:30 o'clock train.

Corr. I shall start by the 6:30 train.

2. Inc. I shall start by the 5 train.

Corr. I shall start by the 5 o'clock train.

➡ কোন প্রাণী ডুবে যাওয়া বুঝালে drown ব্যবহৃত হয় এবং কোন বস্তু ডুবে যাওয়া বুঝালে sink ব্যবহার করতে হয়। 'sink' intransitive verb বলে active voice হয় এবং 'down' passive voice- এ ব্যবহৃত হয়। যেমন-

1. Inc. The ship was drowned.

Corr. The ship sank.

2. Inc. The dove is sank in the pond.

Corr. The dove drowned in the pond.

➡ Until ও unless উভয়ই না-বোধক বা Negative. তাই এগুলো দিয়ে বাক্য গঠন করতে হলে নতুন করে আর do not বসিয়ে Negative করার দরকার হয় না। যেমন-

1. Inc. Wait until I don not return.

Corr. Wait until I return.

2. Inc. Unless you do not work, you will fail.

Corr. Unless you work, you will fail.

➡ Hang এ verb-Gi past participle 'hung' ও hanged উভয়ই কিন্তু ব্যবহার ভিন্ন। উভয়ের অর্থ ঝুলানো কিন্তু hanged ফাঁসির কাণ্ডে ঝুলানো বুঝায় এবং hung অন্য কিছু ঝুলানো বুঝায়।

1. Inc. The picture was hanged in the fence.

Corr. The picture was hung in the fence.

2. Inc. He was hung for murder.

Corr. He was hanged for murder.

➡ Deny ও refuse এর অর্থ অস্বীকার করা হলেও ব্যবহার মূলত ভিন্ন। deny মানে অতীত কাজ অস্বীকার করা আর refuse মানে বর্তমান ও ভবিষ্যতের কাজ অস্বীকার করা। যেমন-

1. Inc. Why did you refuse this?

Corr. Why did you deny this?

2. Inc. Why will you deny the truth?

Corr. Why will you refuse the truth?

➡ Direct Narration হলে Subject সর্বদা Nominative-Gi পূর্বে বসে এবং Indirect Narration হলে Verb সেক্ষেত্রে Nominative এর পরে বসে। যেমন-

1. Inc. Tell me how are you.

Corr. Tell me how you are.

2. Inc. Inform me what are you doing now.

Corr. Inform me what you are doing now.

3. Inc. Whom you do want?

Corr. Whom do you want?

➡ With দ্বারা দুটি Subject যুক্ত হলে with এর পূর্বের Subject অনুযায়ী Verb এর ব্যবহার করতে হয়। যেমন-

Inc. The president with all his advisers were present in the meeting.

Corr. The president with all his advisers was present in the meeting.

⇒ As well as দ্বারা দুটি Subject যুক্ত হলে প্রথম Subject অনুযায়ী verb বসে। যেমন-

Inc. Becon as well as Shakespeare were dead.

Corr. Becon as well as Shakespeare was dead.

Inc. He as well as his friends are present here.

Corr. He as well as his friends is present here.

⇒ After দ্বারা দুটি Noun যুক্ত হলে After এর পূর্বের Noun অনুযায়ী Verb বসে। যেমন-

Inc. Blow after blow have made the thief senseless.

Corr. Blow after blow has made the thief senseless.

⇒ দুয়ের মধ্যে হলে each other দুয়ের অধিক হলে one another ব্যবহার করতে হয়। যেমন-

Inc. The two brothers loved one another.

Corr. The two brothers loved each other.

Inc. Society can not progress if men do not help each other.

Corr. Society can not progress if men do not help one another.

⇒ Can and may এর ব্যবহার।

Inc. It can rain today.

Corr. It may rain today.

Inc. We can go campaign this summer.

Corr. We may go campaign this summer.

Inc. There can be a strike next week.

Corr. There may be a strike next week.

⇒ All and whole এর ব্যবহার।

Inc. She has eaten all a loaf.

Corr. She has eaten a whole loaf.

**Note:** Indefinite article এর আগে all হয় না।

Inc. I have drunk the whole milk.

Corr. I have drunk all of the milk.

**Note:** বেশির ভাগ uncountable noun-Gi সাথে all (of) ব্যবহৃত হয়।

Inc. All we can come tomorrow.

Corr. All of us can come tomorrow.

**Note:** Personal Pronoun এর সাথে all + of + object form হয়।

⇒ Allow, permit and let এর ব্যবহার।

Inc. We don't allow smoke in the kitchen.

Corr. We don't allow smoking in the kitchen.

**Note:** কোন Personal object না থাকলে ing form ব্যবহৃত হয়।

Inc. It is not allowed to smoke here.

Corr. It is not permitted to smoke here.

**Note:** Passive structure it দিয়ে শুরু হলে allow হয় না।

Inc. Let the children to stay up.

Corr. Let the children stay up.

**Note:** Let এর infinitive without to বসে।

Inc. He was let to go home.

Corr. He was allowed to go home.

**Note:** Passive form-G let হয় না।

⇒ Enjoy- এর ব্যবহার।

Inc. I really enjoyed when I went to Rome.

Corr. I really enjoyed myself when I went to Rome.

**Note:** যখন আমরা ভাল সময়ের কথা বলি তখন enjoy হয়। অন্য সময় enjoy + noun/pronoun+ ing হয়।

Inc. I don't enjoy to look after children.

Corr. I don't enjoy looking after children.

⇒ For and since- এর ব্যবহার।

Inc. I have known Sipu since three days.

Corr. I have known Sipu for three days.

Inc. She has been working here for July.

Corr. She has been working here since July.

**Note:** For দিয়ে কত দিন বা কত সময় অর্থাৎ period বোঝায় এবং since দিয়ে কখন থেকে অর্থাৎ starting point বোঝায়।

# English xclusive

## STYLE – PARTS OF SPEECH

The following suffixes usually indicate

### NOUNS

-ion, -sion, -tion

-acy

-ance, -ence

-hood

-ar, -or

-ism

-ment

-ness

-y

-ty

## ADJECTIVES

-al  
-ful  
-ly  
-ic  
-ish  
-like  
-ous  
-y  
-ate {it}  
-able, -ible

## ADVERBS

-ly

## VERBS

-ify  
-ate {eit}  
-ize

## VERB

Use the simple present tense in future-time clauses (when the action will take place sometime in future). Never use “will” or “going to” in future-time clauses. Time clauses are introduced by such words as **when, while, after, before, as soon as, etc**

~~will, going to~~

## VERBS – OF DEMAND

**demand**  
**insist**  
**require**  
**suggest**  
**recommend**  
**urgu**  
**advise**  
**request**  
**be necessary**  
**be required**  
**be essential**  
**be important**

+ V

The simple verb (V) is used for all persons in a noun clause after the following verbs  
**ask** (when it means request) Use “not” to make the verb negative Don’t use “don’t”

## VERBS - WISHES

1. Present wishes are expressed in the past tense
2. Always use “were” in the present wishes for to “be”
3. Past wishes are expressed in the past perfect

## VERBS - CONDITIONALS

If + present >> future (result)

If + past >> would (modal) + V (result)

If + past perfect >> would + have + past participle II

- a. In general, avoid using “would” in the if-clause
- b. In present-time unreal if-clauses, the correct form of the verb “to be” for all persons is “were”

## VERBS - MODALS

1. modal + V (~~to~~)
2. modal + have + PII



3. when you change direct speech to indirect speech, “could, would, should” and “might” do not change form
4. use “**must have +PII**” for past conclusion only
5. use “**had+infinitive**” for past obligation

admit ,appreciate,avoid ,cannot  
help,consider ,deny ,enjoy ,  
finish ,keep ,postpone ,practice ,stop,  
be accustomed to,  
be interested in ,be opposed to ,be  
used to ,decide on ,  
get through ,keep on ,look forward  
to ,plan on ,put off  
think about ,think of ,

+ Gerund

let  
make  
have

+ V

feel  
hear  
notice  
observe

+ V  
or  
+ Gerund

see  
smell  
watch

## MODIFIERS

Modifiers –

like “only” Adverbs like” **only, just, nearly, hardly, almost, scarcely**” come as close as possible to the adjectives, verbs or other adverbs they modify Do not put an adverb between “to” and “V”

*Right: We hope to inform him quickly*

*Wrong: We hope to quickly inform him*

## MODIFIERS - DANGLING

The subject of the main clause must be the same as the understood subject of the introductory phrase.

*Wrong: Running home from school, a dog bit me*

*Right: Running from home the school, I was bitten by a dog*

*Wrong: To understand the directions, they must be read carefully*

*Right: To understand the directions, one must read them carefully.*

## MODIFIERS – ADJECTIVE/ADVERB CONFUSION

1. Adjective modify **nouns** (N) and **pronouns**
2. Adverbs modify **verbs** (V)
3. Adverbs also modify **adjectives**
4. Adverbs also modify other **adverbs**

Adverbs end in -ly

adjective=adverb : LATE, FAST, HARD

## MODIFIERS – ADJECTIVES AFTER VERBS OF SENSATION

**feel, look, seen, appear,**  
**taste, smell, sound**

+ adjective * <b>adverb</b>
-----------------------------

## MODIFIERS – NOUN ADJECTIVES

When nouns are used as adjectives, they do not have plural or possessive form

Exception: The following nouns always end in -s, but are singular in number when they are used as names of courses or sciences

**physics, mathematics, economics**

*He is an economics teacher*

*BUT: The current economic situation is extremely uncertain*

Nouns (N) are sometimes found as part of **hyphenated** or compound adjectives (adjectives of more than one word joined by hyphens). **THESE NOUNS ARE NEVER PLURAL.**

## MODIFIERS – FEW, LITTLE, MUCH AND MANY

few, fewer, fewest, many + plural count nouns

little, less, least, much + noncount nouns

**these are plural -**

**“people, men, women, children, police”**

**“news” is singular**

## MODIFIERS CARDINAL AND ORDINAL NUMBERS

1. ordinal numbers are used in the

always use **the**

**the + ordinal + noun (N)**

2. cardinal numbers are used in the pattern

**noun (N) + cardinal**

## MODIFIERS – COMPARATIVES

a. don't use both “-er” and “more”

b. be careful to use only “than” after a comparative structure

c. be careful to use the comparative for two items,

not three or more. For three or more use superlative

- do not compare two nouns that can not be compared
- do not compare a noun to itself

### MODIFIERS – SUPERLATIVE

- always use **“the”** in the superlative pattern
- be careful not to use **“-est”** and **“most”** in the same superlative
- do not put **“than”** after the superlative
- be careful to use the superlative for three or more items. Use the comparative for two items

### MODIFIERS – CAUSE AND RESULT

SO

- so + adjective + that
- so + adverb + that
- so + many (few) + count noun + that
- so + much (little) + non-count noun + that

SUCH

- such + adjective + plural count noun + that
- such + adjective + non-count noun + that

SO or SUCH

so + adjective + a + singular count noun + that

such + a + adjective + singular count noun + that

- Be careful not to omit **“a”** before a singular count noun
- The pattern of cause-and-result is expressed by **so/such...that**. Do not use **“too”** or **“as”**

### MODIFIERS – NEGATION

**NOT** is an adverb that negates verb

**NO** is an adjective that indicates “the absence of something. It modifies nouns.

**NONE** is a pronoun, meaning not any or not one.

Use **NONE** when the noun it replaces has been mentioned already

Use **ANY** after negative words.

There are some words that have negative meanings even though they do not appear to

be negative :

hardly, scarcely, rarely,

seldom, without, only

USE ONLY ONE NEGATIVE WORD IN THE SENTENCE

Remember that “no longer” is an idiomatic negative expression of time.

NEVER USE “NOT LONGER”

## PRONOUNS

### PRONOUNS – RELATIVES

who, whom, which, that and whose are relative pronouns used to introduce relative clauses

(adjective clauses)

1. **WHO** and **WHOM** are used for persons
2. **WHICH** is used for things
3. **THAT** can be used for persons and things
4. **WHOSE** is used to show possession. It can be followed by persons and things

### PRONOUNS – PERSONAL-CASE

1. **Subject** pronouns (**I, you, he, she, it, we, they**) are used in the subject position and after

the verb to be

2. **Object** pronouns (**me, you, him, her, it, us, them**) are used as objects of verbs and prepositions and as subjects of infinitives

NOTE:

- a. Pronouns in apposition are in the same case as the pronouns they follow

WRONG: *Let's, you and I, go dancing Friday night*

RIGHT: *Let's, you and me, go dancing Friday night.*

“us” is the object to “let”.

“you and me” must also be in the objective case b. Pronouns after the conjunctions “as” or “than”

should be subject pronouns when they function as subject

*He is as tall as I (am tall)*

c. The correct forms of the reflexive pronouns for “him” and “them” are “himself” and “themselves”.

Not “hisself” and “theirself”

### PRONOUNS – PERSONAL-CASE

WHO and WHOEVER are subject pronoun

WHOM and WHOMEVER are object pronouns

WHO (whoever) + Verb

WHOM (WHOMEVER) + subject + Verb Sometimes expressions like the following separate **who** (whoever) or **whom** (whomever) from its own verb or subject and verb

*I think*

*She said*

*We know*

*Do you know*

*He is a student who I believe can do the job*

### PRONOUNS – POSSESSIVES

Use the possessive case with GERUND (V-ing used as a noun)

*I resented their interrupting our conversations*

### PRONOUNS – FAULTY REFERENCE

The antecedent of a pronoun must be clearly understood

*As Bob got off the place, he waved to his father* (“he” clearly refers to “Bob”)

## PRONOUNS – PERSON

Do not carelessly change the person of a pronoun *A student has to expect to work hard when he*

*goes to college*

NOTES:

a. a **student**, a **person** or **one** can use the following third-person singular pronouns

**he, she or he or she**

**him, her or him or her**

**his, her or his and her**

b. The possessive pronoun for “**one**” can be “**one’s**” or “**his**”, but never “ones”

## PRONOUNS – NUMBER

1. pronouns must agree in number with their antecedents

2. The following indefinite pronouns are singular and take singular pronouns

**each, either, neither, one, all words**

**ending in -one, -body, -thing**

*Each of the women took off her coat*

3. When compound subjects are joined by “**neither...nor**” or “**either...or**” the pronoun will agree with the subject nearer the verb

*Neither my mother nor my sisters could lend me their sewing machine*

4. Some words appear to be plural but are actually singular.

**physics, news, mathematics, economics, politics**

## PRONOUNS – THOSE MODIFIED

The demonstrative pronoun **THOSE** can be followed by a phrase or clause that modifies it

*No one is allowed in the room except those who*

*have paid*

The personal pronouns **THEY** and **THEM** should not be modified by a phrase or clause

## BASIC PATTERNS

### BASIC PATTERNS – INDIRECT OBJECTS

Some verbs may be followed by two objects (an indirect object and a direct object).

1.

**give**  
**bring**  
**send**  
**offer**  
**pass**  
**take**  
**tell**  
**read**  
**write**  
**teach**

I.O. + D.O  
D.O. + to + object

*I.O. D.O*  
*My father often gives me a gift*  
*D.O. Obj.*  
*My father often gives a gift to me*

2.

**buy**  
**fix**  
**make**  
**get**

I.O. + D.O  
D.O. + for + object

*I.O. D.O*  
*John usually buys Mary a gift*  
*D.O. Obj.*  
*John usually buys a gift for Mary*



3.

**explain**  
**announce**  
**describe**  
**deliver**  
**mention**  
**say**  
**report**  
**return**

only  
D.O. + to + object

D.O    Obj.  
*He explained his idea to us*

4.

**ask**  
**cost**  
**charge**

only  
I.O. + D.O

### BASIC PATTERNS – EMBEDDED QUESTIONS

1. The pattern for an embedded question in a statement or question :

QUESTION WORD + SUBJECT + VERB

QUESTION WORD/SUBJECT + VERB

WRONG: *I cannot see what says the sign*

RIGHT: *I cannot see what the sign says*

WRONG: *Do you know who is he?*

WRONG: *Do you know who he is*

### BASIC PATTERNS – TO/FOR

FOR + noun phrase

TO + Verb Infinitive

### BASIC PATTERNS – CLAUSES

#### INDEPENDENT CLAUSES

1. Every sentence must have at least one independent clause. An independent clause consist of at least one subject and one finite verb and is a complete thought.
2. Two independent clauses can be joined by AND, BUT, OR, NOR, OR, FOR

## DEPENDENT CLAUSES

A sentence may have one or more dependent clauses, each one of which must have its own subject and finite verb. A dependent clause must be attached to an independent clause. It is incomplete by itself. There are three kinds of dependent clauses: NOUN, RELATIVE (ADJECTIVE) and ADVERB

A NOUN clause functions as a subject or an object. Each noun clause which has its own subject and verb may be an embedded statement or an embedded question

1. Embedded statements are often introduced by “**that**”

*That he was a criminal surprised me.* (N.Cl. as Statement)

*I know (that) he is from Canada* (N.Cl. as Object)

2. Embedded questions are introduced by “**WH-** “**questions**

A RELATIVE clause functions as an adjective/. Each relative clause, which has its own subject and verb, is introduced by one of the following words **WHO, WHOM, WHICH, THAT, WHOSE**

Note: **WHOM** and **THAT** when used as objects, are optional

An ADVERB clause functions as an adverb. Each adverb clause has its own subject and verb. The

following is a list of common used words that introduce adverb clauses

**BEFORE, AFTER, SINCE, WHILE, WHEN, IF, ALTHOUGH**

Introductory adverb clauses are followed by a comma.

Notes:

- a. Be sure that every dependent clause is attached to an independent clause
- b. Remember that all clauses independent and dependent have their own subject and finite verb

c. A finite verb is one that can be conjugated and shows tense, that is ends in -ed, -s, etc.

A

**gerund** (V-ing) or **infinitive** (to-V) is not a finite verb

d. Remember that two independent clauses are joined by coordinate conjunctions (**AND**, **BUT...**). They cannot be joined by a comma only

### **BASIC PATTERNS – ORDER OF ADVERBS**

1. In general, place adverbs (or adverbial phrases) after the verb or after the object, if any. (Do not

separate the subject from the verb or the verb from its object

**SUBJECT + VERB + ADVERB**

**SUBJECT + VERB + OBJECT + ADVERB** (or ADV.PHRASE)

2. Some adverbs can come before a single-word verb or the main verb

3. Single-word adverbs of frequency usually come after the verb “**to be**” and before a single-word verb or the main verb

**OFTEN, RARELY, SOMETIMES, FREQUENTLY, OCCASIONALLY, EVER, NEVER, SELDOM, USUALLY, ALWAYS**

4. **STILL** comes before a single-word verb or the main verb in affirmative sentences and before the

auxiliary in negative sentences

5. In general, the order of final adverbs is “**place**” and then “**time**”

### **STYLE**

#### **STYLE – VOICE**

1. The passive is preferred when the actor is unknown or unimportant

2. The passive voice is often used when discussing history

3. Use active voice when the actor is more important than the action

4. Avoid using active and passive in the same sentence if possible

5. Use one verb instead of two when possible

## STYLE – PARALLELISM

Items in a series must be parallel, that is, they must have the same grammatical form  
Structure joined by AND, BUT, AS, OR, THAN or ALTHOUGH must have the same grammatical form

WRONG: *Taking the bus can be as costly as to take a plane*

RIGHT: *Taking the bus can be as costly as taking a plane*

## STYLE – WORDINESS

A general rule in English might be that “shorter is better”. That is, when the same idea can be

expressed directly in fewer words, choose the shorter version.

1. Avoid unnecessary passive constructions
2. Avoid unnecessary relative clauses where an adjective, participle phrase, prepositional phrase or appositive is enough

*The tall man bought the car*

*(Not: The man who is tall bought the car)*

3. Be as direct as possible *It was an important discovery*

*(Not: It was a discovery of great importance)*

4. Avoid redundancy *She returned on Monday*

*(Not: She returned back on Monday)*

## STYLE – SUBSTANDARD

1. “**ain’t**” should not be used as negative form of “to be”
2. “**anywheres, nowheres, everywhere and somewheres**” are incorrect forms of “**anywhere, nowhere, everywhere, somewhere**”
3. “**alright**” is an incorrect form of “**all right**”
4. “**kind of a** “ and “**sort of a**” are incorrect forms of “**kind of**” and “**sort of**”
5. “**mad**” should not be used to mean angry (Mad means insane, crazy)
6. “**off of**” is an incorrect form of “**off**”

7. “**suspicion**” is a noun and cannot be used as a verb. The correct verb form is “**suspect**”
8. “**The reason is because**” is an incorrect form of “**the reason is that**”
9. “**is where**” and “**is when**” are incorrect ways of defining the meaning of a word
10. “**different than**” is an incorrect form of “**different from**”

## STYLE – USAGE

**BETWEEN** is used with two persons or things

**AMONG** is used for three or more persons or things

**AMOUNT** is used with non-count nouns

**NUMBER** is used with count nouns

**IN** is used with non-motion verbs

**INTO** is used with verbs of motion

*He is waiting in the kitchen*

*He ran into the kitchen*

**SIT** cannot take an object. Sit tells what a person or thing does for himself or by itself.

The principal

parts of sit are SIT, SAT, SAT, SITTING

**SET** must have an object. Set tells what a person does for someone or something else.

SET, SET,

SET, SETTING

**LIE** cannot take an object. Lie tells what a person or thing does for himself or by itself.

LIE, LAY,

LAIN, LYING

**LAY** must have an object. Lay, LAID, LAID LAYING

**RISE** cannot take an object. Rise tells what a person or thing does for himself or by itself. RISE,

ROSE, RISEN, RISING

**RAISE** must have an object. Raise is what a person does for someone or something else.

RAISE, RAISED, RAISED, RAISING

**CAN** is modal verb which means ability

**MAY** is a modal verb which means permission 6

**HANGED** and **HUNG** are both correct past participle forms of the verb “**HANG**”. But:

**HANGED** refers to executions (killings) of the persons

**HUNG** refers to things

### STYLE – WORDS OFTEN CONFUSED

ACCEPT

EXCEPT

ADVISE

ADVICE

ALL READY

ALREADY

ALTOGETHER

ALL TOGETHER

BESIDES = EXCEPT

BESIDE = NEXT TO

**CLOTH** – is a noun that means “material” or “fabric”

**CLOTHES** – is a plural count noun meaning

“garments used to cover body”

**DESERT** – dry area

**DESSERT** – sweet food

**DIFFER FROM** = to be dissimilar

**DIFFER WITH** = to disagree with

**EMIGRATE** = to leave one's country to live in another

**IMMIGRATE** = to move to a new country

**FARTHER** = to or at a more distant point in space

**FURTHER** = to or at a more distant point in time, degree or quantity

**FORMALLY** = in a formal way

**FORMERLY** = previously

**HEALTHFUL** = good for one's health

**HEALTHY** = in good condition of health

**ILLUSION** = false idea or unreal image

**ALLUSION** = indirect reference

**IMPLY** = to suggest without stating directly

**INFER** = to make a conclusion based on evidence  
note directly stated. Only a listener or reader can infer.

**LOOSE** = not tight

**LOSE** = to leave behind by accident, to cease having unintentionally

**PRINCIPAL** = chief, very important

**PRINCIPLE** = chief official

**SO** = is a conjunction joining a clause of result to a main clause

**SO THAT** = joins a clause of purpose to a main clause

**STATIONARY** = in a fixed position

**STATIONERY** = written supplies

### **STYLE – CORRELATIVE CONJUNCTIONS**

both ... and

either ... or

neither ... nor

not only ... but also

whether ... or

- a. Do not use “both...and” for three or more nouns or adjectives
- b. “WHETHER” may sometimes be used alone

## STYLE – SUBJECT/VERB AGREEMENT

Singular subjects take singular verbs. Plural subjects take plural verbs.

1. Subjects are never found in prepositional phrases S Prep.Phr.

*The price of all these items is twenty dollars*

2. **HERE** and **THERE** are not subjects. Look after the verb to find the subject

*Here comes the bus*

3. The subject also follows the verb in this pattern ADV – VERB – SUBJ

*On the door was a wreath of flowers Around the corner are several shops*

4. Expressions introduced with words such as “**ALONG WITH, BESIDES, LIKE, AS WELL AS, INCLUDING**” do not change the number of the subject

*Mr Jones, along with his wife and six children, is going to Paris*

5. When two subjects are joined by “**EITHER .. OR**” or “**NEITHER...NOR**”, the subject closer to the verb determines its number

*Either my sisters or my mother is going to the wedding*

6. Some words look plural but are singular. economics, physics, news, etc

7. The subject of a relative clause “**WHO, WHICH or THAT**” is singular or plural depending on its antecedent

*Bob is one of my friends who are helping me paint my house*



## STYLE – PREPOSITION IN COMBINATIONS

The following verb plus preposition combinations

together  
agree on (smth)  
agree with (smb)  
approve of  
arrive at (or in)  
complain about  
consent to  
comment on  
consist of  
depend on  
laugh at  
object to  
succeed in

+ Gerund

always appear as follows and must be learned Some other verb plus preposition combinations take

two objects

compare ... with (to) ...

excuse ... for ...

prefer ... to ...

remind ... of ...

thank ... for ...

There are many adjective plus preposition combinations that occur with the verb “to be”

be afraid of

be accustomed to

be aware of

be bored with

be certain of

be disappointed with

be familiar with

be famous for

be frightened by

be happy with

be in favor of

be interested in

be opposed to

be satisfied with

be surprised at (by)

be tired of

be worried about

Some prepositions exist in fixed phrases

according to

along with

as well as

because of

by means of

be way of

in addition to

in case of

in consideration of

in contrast to (with)

in deference to

in hopes of

in lieu of

in pursuit of

in search of

in spite of

in the face of

in terms of

an + other + singular noun **WITH COUNT NOUNS**

**(one more)**

the other + singular noun **WITH NON-COUNT NOUNS**

**(last of the set)**

other + plural noun **WITH COUNT NOUNS**

**(more of the set)**

other + non-count nouns **WITH NON-COUNT NOUNS**

**(more of the set)**

the other + plural noun **WITH COUNT NOUNS**

**(the rest of the set)**

the other + non-count nouns **WITH NON-COUNT NOUNS**

**(all the rest)**

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